

**Alabama Child Death Review System  
State Team Meeting Minutes  
January 20, 2011**

**State Team Members Present:**

Scott Belton (Proxy-Michael Sparks)  
Harold Brown (Proxy-Commissioner Nancy Buckner)  
Dr. Stephen Boudreau  
Corporal Marc Boyd (Proxy-Colonel F.A. Bingham)  
Richard Burleson (Proxy-Dr. Don Williamson)  
Cathy Crabtree  
Dr. A.Z. Holloway  
Dr. Bill King  
Sheriff Herbie Johnson  
Steve Lafreniere (Proxy- Commissioner Zelia Baugh )  
Johnny Long (Proxy-Dr. Robert Brissie)  
Christy Mehaffey  
Dr. Kathy Monroe  
J.J. Moody  
Chief Ray Moore  
Dr. Cheryl Outland  
Kelley Parris-Barnes  
Dr. Karl Stegall  
Sheriff Bobby Timmons  
Dr. Dale Wisely

**Guests/Staff Present:**

Aretha Bracy  
Dianne Sims  
Theresa Wilson

**Call to Order**

On January 20, 2011, at 1:00 PM at the Alabama Industrial Development Training (AIDT) Center in Montgomery, Alabama, the Alabama Child Death Review System (ACDRS) State Team meeting was called to order by Richard Burleson.

**Welcome of Members and Guests**

Mr. Burleson welcomed everyone and introductions were made by those in attendance. New appointed and proxy members attending their first meeting included Dr. Kathy Monroe, UAB Department of Pediatrics; Scott Belton, Alabama Department of Forensic Sciences; and Harold Brown, Department of Human Resources.

**Old Business**

**State Team Membership Update**

Mr. Burleson reviewed the updated State CDR Team membership listings, pointed out changes and vacancies, and asked that any corrections needing to be made be brought to the attention of ACDRS staff members before leaving the meeting.

## **Approval of Past Minutes**

A quorum of members being present, the minutes for the October 21, 2010 meeting was approved as written.

## **Case Status Update**

Aretha Bracy presented the first case status update using the new online reporting system. While there has been a decrease in the current case return rate, an increase is anticipated as the Teams hold local review meetings prior to the April 1, 2011 deadline.

## **New Business**

### **2010 ACDRS Annual Report**

The 2010 ACDRS Annual Report for the completed 2007 data has been compiled and anticipated dissemination of the report by the end of January. This is the last annual report using the core module forms and future annual reports will be compiled from the data entered in the new online reporting system.

### **Revised LCDRT Guidelines**

Revision of the LCDRT Guidelines is well underway for the first time since its creation. The CDR staff will totally revise and simplify the Guidelines and copies of the Guidelines will be available at the next meeting.

### **Safe Infant Sleep/Teen Driving Safety Campaign**

Teen driver safety and safe infant sleep are still big issues in Alabama. Infant sleep related and teen driver deaths continue to be the two leading causes of preventable child deaths in Alabama. CDR intends to split resources between the two and continue the teen driver safety campaign and launch a safe infant sleep campaign as well this year.

### **National CDR Training Task Force Rocky Mountain Summit**

Ms. Bracy reported on her participation in a three day summit in Colorado where representatives from twenty-five states were present. The representatives were divided into eight groups to create a "working draft" of the Child Death Review Web-based Curriculum. The final curriculum will be presented in April to all CDR Program Directors.

### **Joint Statewide DHR QA Meeting**

Mr. Burluson discussed, with input from other members present who are involved with both bodies, the special joint statewide meeting of both State and Local DHR Quality Assurance Committees scheduled to take place the following day.

## **Infant Death Prevention Conference**

The Children First Trust Fund and the Department of Child Abuse and Neglect are co-sponsors of the Infant Death Prevention Conference to be held on February 10, 2011 in Birmingham. The conference will focus on best practices for infant death related information.

## **27<sup>th</sup> National Symposium on Child Abuse**

Mr. Burleson reported that he would be presenting two workshops at the 27<sup>th</sup> National Symposium on Child Abuse in March held in Huntsville. As a first time presenter at this national conference, Mr. Burleson emphasized this excellent opportunity for ACDRS exposure.

## **National CDR Coordinator's Meeting**

Mr. Burleson reported his plans to attend the invitation only CDR Program Directors meeting for the recently created web-based curriculum presentation in April 2011. The meeting will be held Atlanta, GA and his attendance is no cost to the state.

## **2011 Formal Recommendations**

Mr. Burleson suggested to the team members to begin thinking about a set of formal recommendations and also consider changing the name of the recommendations. Mr. Burleson will provide a list of previous recommendations from the SCDRT and LCDRTs for discussion at the next meeting.

## **Remaining 2011 Meeting Dates**

- Thursday, April 21
- Thursday, July 21
- Thursday, October 20

## **Open Discussion**

Mr. Burleson reported that Dr. Dale Wisely and Dr. Kathy Monroe would make presentations at the April meeting.

## **Executive Session (if necessary)**

An executive session was not called during this meeting.

## **Adjourn**

There being no further items on the agenda and no further discussion requested, without objection, the meeting was adjourned.